

Village of South Elgin  
Community Development Department

10 N. Water Street  
847-741-3894  
847-741-3959 FAX

Monday – Friday  
8:30 a.m. – 5:00 p.m.  
www.southelgin.com

# RESIDENTIAL APPLICATION

## PROPERTY INFORMATION

Address: \_\_\_\_\_ **South Elgin, IL 60177**

## PROPERTY OWNER INFORMATION

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Cell: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

## OTHER CONTACT INFORMATION (If applicable)

Contractor Type: \_\_\_\_\_

Business Name: \_\_\_\_\_ Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Cell: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

## OTHER CONTACT INFORMATION (If applicable)

Contact Type: \_\_\_\_\_

Business Name: \_\_\_\_\_ Contact Person: \_\_\_\_\_

Name: \_\_\_\_\_ Contact Person: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Cell: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

## ADDITIONAL INFORMATION

Estimated Value of Work: \_\_\_\_\_ Applicant (check):  Property Owner  Contractor  Tenant  
 Other: \_\_\_\_\_

I have read & understand the attached fact sheet. Initial: \_\_\_\_\_ Date: \_\_\_\_\_

In consideration of this application and attached forms being made a part thereof and the issuance of permit, I will conform to the regulations set forth in the Village of South Elgin Codes and Ordinances. I also agree that all work performed under said permit will be in accordance with the approved plans, specifications and plat diagram which may accompany this application, except for such changes as may be necessary and authorized or required by the Village of South Elgin. No work shall be conducted until a permit is issued and obtained. I will submit this work to the required inspections, before work is covered up, and prohibit the occupancy of any space until a Certificate of Occupancy or Letter of Completion has been obtained from the Community Development Department. The applicant has furnished the information contained herein.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant Name & Title (please print): \_\_\_\_\_

**(OVER – Go to Page 2)**

For Office Use Only

Submittal Checklist:  Application Complete  Submittal Checklist  Submittal Worksheet

Permit #: \_\_\_\_\_ Date Received: \_\_\_\_\_ Received By: \_\_\_\_\_ PIN: \_\_\_\_\_



**Village of South Elgin**  
**Residential Permit Fact Sheet**



**MINIMUM REQUIREMENTS:**

All residential structures are subject to all current Zoning regulations as adopted and amended. Further information can be obtained from the Village of South Elgin web site at [www.southelgin.com](http://www.southelgin.com). Building regulations are as follows:

- **2018 INTERNATIONAL MECHANICAL CODE**
- **CURRENT ILLINOIS ENERGY CONSERVATION CODE**
- **2018 INTERNATIONAL FUEL GAS CODE**
- **2018 INTERNATIONAL RESIDENTIAL ELECTRICAL CODE**
- **2017 NFPA 70 NATIONAL ELECTRICAL CODE**
- **CURRENT ILLINOIS PLUMBING CODE**
- **2018 INTERNATIONAL RESIDENTIAL CODE**

| Ground Snow Load | Wind Design |                     |                     |                        | Seismic Design Category | Subject to Damage From |                  |                | Winter Design Temp | Ice Barrier Underlayment Required | Flood Hazards | Air Freezing Index | Mean Annual Temp |
|------------------|-------------|---------------------|---------------------|------------------------|-------------------------|------------------------|------------------|----------------|--------------------|-----------------------------------|---------------|--------------------|------------------|
|                  | Speed (mph) | Topographic effects | Special wind region | Wind-borne debris zone |                         | Weathering             | Frost Line Depth | Termite        |                    |                                   |               |                    |                  |
| 25 lb            | 115         | NO                  | NO                  | NO                     | A                       | Severe                 | 42"              | Moderate Heavy | Minus 4            | Yes                               | Yes *         | 2000               | 50               |

*Covenants are regulated by your Homeowners Association; covenants are not enforced by the Village.*

**PERMIT FEES:**

1. Each application for a building permit for new construction shall be required payment of building permit fees equal to the sum of the following.
  - a. The base fee shall be computed based on \$1.00 per square foot of gross floor area (outside dimensions) of all floors.
  - b. Garages and unfinished basements are computed based on \$.50 per square foot of gross floor area (outside dimensions) including crawl space.
2. In addition to the base building permit fee above set forth, the building permit fee shall include the aggregate of the following:
  - a. Sanitary sewer and water system connection fee for single family residential units is \$4,800 per connection.
  - b. Sanitary sewer and water system connection fee for multifamily residential units is \$1,400 per population equivalent.
  - c. Plan review fee. A preliminary and/or plan review fee by the village staff shall be charged at 25% of permit fees.
  - d. Village impact fees to cover costs associated with police and fire protection, park development, and administration also apply. Fees vary based on location, contact the Community Development Department with any questions.
  - e. Consultant fees. The applicant shall reimburse the village for all fees and expenses charged the village by consultants retained by the village to review plans, building systems and to perform testing where deemed necessary by the village.
  - f. Water meter fees shall be charged pursuant to the following:

**Inspection**    \$ 50

**Disc Meters:**

| Size    | Charge  |
|---------|---------|
| 1 inch  | \$585   |
| 1½ inch | \$1,092 |

- g. A building permit for a deck built with a new house is \$120.
  - h. A penalty of 100% of permit fee shall be charged if work is started without a permit.
  - i. A fee of \$30 shall be charged for all permit extensions. Please note permit must be extended prior to expiration date or additional fees will apply.
3. \$75 fee, if a reinspection becomes necessary.
4. **ADDITIONAL PERMITS / FEES REQUIRED**

313.1: Townhouse automatic fire sprinkler systems. Delete: An automatic residential fire sprinkler system shall be installed in *townhouses*. Insert: "A limited area fire sprinkler head is required in the vicinity of the furnace, laundry equipment, stove, and attached garage in *townhouses*."

313.2: One- and two-family dwellings automatic fire sprinkler systems. Delete: An automatic residential fire sprinkler system shall be installed in one- and two-family *dwellings*. Insert: "A limited area fire sprinkler head is required in the vicinity of the furnace, laundry equipment, stove, and attached garage in one- and two-family *dwellings*."

Kane County Road Impact Fee (630) 845-3799

FRWRD Sanitary Permit (847) 742-2068

Public Right of Way Permit, available through the Community Development Department is required for any work within the Right of Way

The Community Development Department does not require submittal of social security numbers. Black out social security numbers on any documents prior to submittal.

Village of South Elgin  
**Residential Permit Plumbing Submittal Sheet**

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**RESIDENTIAL PLUMBING INFORMATION SUBMITTAL SHEET**

Note: Applicable codes are: current Illinois Plumbing Code and 2018 International Residential Code.

This form must be completed to expedite the plumbing plan code compliance review for your new room, addition or residential remodeling.

**Please enter the number of fixtures for each category.**

|                        | PROPOSED FIXTURES | EXISTING FIXTURES<br>(in entire building) |
|------------------------|-------------------|---|
| Water Closet (Toilets) | _____             | _____                                     |
| Lavatories (Sinks)     | _____             | _____                                     |
| Dishwasher             | _____             | _____                                     |
| Kitchen Sink(s)        | _____             | _____                                     |
| Laundry Tub            | _____             | _____                                     |
| Washing Machine        | _____             | _____                                     |
| Tub/Shower Combo Unit  | _____             | _____                                     |
| Shower-Only            | _____             | _____                                     |
| Tub-Only               | _____             | _____                                     |
| Bar Sink               | _____             | _____                                     |
| Water Heater           | _____             | _____                                     |

Existing Water Service Pipe Size (From B-Box to Meter Inside House): \_\_\_\_\_

Existing Water Meter Pipe Size (Meter Only): \_\_\_\_\_

**For all proposed new work, please attach a line diagram (isometrics) indicating waste, vent and water piping type and sizing for the new fixtures.**

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Project Type: \_\_\_\_\_

Location of Project in Building: \_\_\_\_\_

Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_

Plumbing Contractor: \_\_\_\_\_